

DISTRICT OF COLUMBIA COURTS
Summary Statement
Fiscal Year 2007

Comprised of the Court of Appeals, the Superior Court, and the Court System, the District of Columbia Courts constitute the Judicial Branch of the District of Columbia government. The mission of the District of Columbia Courts is to protect rights and liberties, uphold and interpret the law, and resolve disputes peacefully, fairly and effectively in the Nation's Capital. To support the Courts' achievement of its mission in fiscal year 2007, the Courts request \$334,839,000 for operations and capital improvements. Of this amount, \$9,529,000 is requested for the Court of Appeals; \$94,675,000 is requested for the Superior Court; \$57,175,000 is requested for the Court System; and \$173,460,000 is requested for capital improvements for courthouse facilities. In addition, the Courts request \$54,000,000 for the Defender Services account.

The FY 2007 budget request represents an increase of \$115,927,000 and 58 full-time equivalent (FTE) positions over the FY 2006 enacted level. Eighty percent of this increase, or \$92,731,000, is for the Courts' top priority, the capital account, to support critical space and security needs and to maintain the Courts' infrastructure of five buildings and 1.1 million gross square feet of space. Five percent of the total increase, or \$6,240,000, finances additional security officers in the operating budget to protect the people in court buildings. Two percent of the total increase, or \$2,378,000 and 6 FTEs, finances Information Technology enhancements, including continuing process improvement, and enhancing data quality and implementing software and IJIS Case Management upgrades. An additional one percent of the increase, or \$1,724,000 and 10 FTEs, finances a self-help center in the courthouse to serve the more vulnerable members of the public, litigants without lawyers. The remaining \$12,854,000 and 42 FTEs will enable the Courts to undertake major operating initiatives, including strategic management, human resources investments, training, expedited case processing, and IJIS identity consolidation and to finance built-in increases.

Chart 1 provides the organizational structure of the Courts, and a summary table is provided at Table 1.

Management Achievements

As the Courts approach the ninth year of direct federal funding in FY 2007, we look forward to building on past reforms that enhanced our services to the community and demonstrated our commitment to fiscal responsibility. We are proud of the Courts' recent achievements that include the following:

- commencement of construction on the restoration of the Old Courthouse, a building of historic and architectural significance that is critical to meeting the long term space needs of the Courts and to the implementation of the final phase of the Family Court, following approval by the National Capital Planning Commission, Commission of Fine Arts and Historic Preservation Board;

- approval by the National Capital Planning Commission, of a final Master Plan for Judiciary Square, an urban design and renewal plan for revitalization of this historic area that dates to the original L'Enfant Plan for the Nation's Capital;
- further implementation of the Family Court Act, including: opening the newly renovated family friendly space on the JM level of the Moultrie Courthouse in FY 2004, which houses the new Central Intake Center to provide one-stop public service; implementation of the one family-one judge principle; creation of attorney panels for neglect and juvenile cases and development of attorney practice standards; establishment of a Family Treatment Court; creation of a Self-Help Center; opening the Mayor's Services Liaison Center in the courthouse; and transferring all required children's cases to Family Court judges;
- full implementation of a five-year strategic plan, *Committed to Justice in the Nation's Capital*, as divisions implemented Management Action Plans to ensure that the Court's strategic objectives are achieved through the alignment of division activities with the plan;
- implementation of the Courts' new case management system, IJIS (Integrated Justice Information System) in Family Court, Wave 1 in the fall of 2003, and in the new Intake Center in August 2004; in the Probate Division in May 2004; and in the Civil Division, Small Claims and Landlord and Tenant Branches of the Civil Division in December 2004 and February 2005, respectively, Civil Actions in May 2004, and Criminal Division in January 2006;
- implementation by the Court of Appeals of a comprehensive revision of its rules of practice, the first such revision since the mid-1980's;
- development by the Court of Appeals of a pilot appellate mediation program;
- continued improvement to the Courts' website, designed to enhance public access by providing information on operations and procedures, answers to frequently asked questions, and documents that can be printed out and filed with the court; in particular, implementation of an on-line Juror Services component;
- continuing sound fiscal management, including an "unqualified" opinion for the fourth year in a row on the Courts' annual independent financial audit conducted in accordance with OMB Circular No. A-133 (Audits of States, Local Governments, and Non-Profit Organizations);
- implementation of the Landlord Tenant Resource Center to provide free legal information to unrepresented landlords and tenants with residential housing disputes and to provide assistance with referrals to legal and social service providers;

- promulgation of draft Probate attorney practice standards, creation of the Probate Review Task Force, and greater oversight of Probate attorneys and fiduciaries to enhance service to incapacitated adults and other parties in Probate cases;
- reengineering of the Appeals Coordinator's Office to enhance service to the public and facilitate appellate case filings by establishing a single point of filing for all appellate cases, regardless of the division in which the Superior Court proceeding took place;
- renovation of specialized and more efficient space for the Landlord Tenant and Small Claims courts, juvenile probation (the Social Services Division of the Family Court), and the Crime Victims Compensation Program, as the Courts' Master Plan for Facilities is implemented.
- disposition of 1,711 cases and receipt of 1,689 filings in the Court of Appeals, and disposition of 152,741 and receipt of 134,767 filings in the Superior Court (FY 2004 statistics), continuing operation as one of the busiest courthouses in the nation (Superior Court judges hear more cases, on average, than judges in all but 6 states, and case filings per capita in both the trial and appellate courts rank at or near the highest in all categories, as examined by the National Center for State Courts).

FY 2007 Goal Summary

The D.C. Courts are in the process of implementing their Strategic Plan, entitled *Committed to Justice in the Nation's Capital*. This plan is the result of a major strategic planning process that involved input from the community, justice system agencies, and individuals served by the Courts, including litigants, family members, victims, witnesses, attorneys, jurors, and others, to assess their needs, views and expectations of the Courts. Divisions are currently implementing Management Action Plans (MAP's) to prioritize their activities and align them with the courtwide goals and strategies articulated in the Strategic Plan. The FY 2007 budget request incorporates the Courts' strategic issues and includes performance projections for all core functions. Listed below are identified strategic issues and the additional court operating budget resources needed to address them in FY 2007. The additional resources in the FY 2007 budget request will ensure that the Courts continue to perform this essential mission with quality, professionalism, efficiency, and fiscal integrity.

- Strategic Issue 1: Enhancing the administration of justice (+\$4.2 million and 31 FTEs)
- Strategic Issue 2: Broadening access to justice and service to the public (+\$1.8 million and 11 FTEs)
- Strategic Issue 3: Promoting competence, professionalism and civility (+\$1.1 million)
- Strategic Issue 4: Improving Court facilities and technology (+\$9.1 million and 12 FTEs)
- Strategic Issue 5: Building trust and confidence (+\$0.3 million and 4 FTEs)

Request Summary

To build on past accomplishments and to serve the public in the District of Columbia, the Courts require additional resources in FY 2007 to invest in capital infrastructure; security; strategic management; self-representation services; services for the most vulnerable; enhanced and more timely customer service; financial, materiel, and facilities management; and human resources. Without additional capital resources, the courthouse and the District's historic buildings will continue to deteriorate; without targeted investments in these critical areas, the quality of justice in the Nation's Capital will be compromised. The FY 2007 request addresses these requirements by:

- **Investing in Infrastructure.** To ensure the health, safety, and quality of court facilities and to address court space needs, the FY 2007 capital request totals \$173,460,000. The FY 2007 capital request incorporates the significant research and planning comprising the D.C. Courts' first-ever Master Plan for Facilities, completed in December 2002. In the master plan process, the General Services Administration (GSA) analyzed the Courts' current and future space requirements, particularly in light of the significantly increased space needs of the Family Court, and established a 134,000 occupiable square feet shortfall over the next ten years. The Master Plan recommended a three-part approach to meeting the Courts' space needs: (1) restoration of the Old Courthouse at 451 Indiana Avenue to house the D.C. Court of Appeals and to make additional space available in the Moultrie Courthouse to accommodate the Family Court and other Superior Court operations; (2) an addition to the Moultrie Courthouse to accommodate fully consolidated and state-of-the art Family Court facilities; and (3) reoccupation of Court Building C, adjacent to the Old Courthouse and currently being vacated by the District government.

Old Courthouse. Included in the Courts' capital request is \$7,760,000 to complete the restoration of the Old Courthouse. Built from 1820 through 1881, the Old Courthouse is an architectural jewel that has been the site of many historic events. The structure is uninhabitable in its present condition and requires extensive work to meet health and safety building codes. Design of the project began in June 2003, and construction commenced in March 2005 with the removal of hazardous materials. Congress provided \$25.7 million in the FY 2005 appropriation to finance the first phase of the project and \$51.5 million in FY 2006. The FY 2007 request will complete the estimated \$85 million total project cost. Restoring this historic landmark to meet the urgent space needs of the Courts and preserving it for future generations are critical priorities for the District of Columbia Courts.

Moultrie Courthouse. Also included in the capital budget request is \$36,700,000 to continue work on the Moultrie Courthouse, as delineated in the Master Plan. This amount includes \$29,100,000 for renovation and reorganization of the interior of the Moultrie Courthouse, to shift operations to vacate some of the space required to fully consolidate the Family Court on within Moultrie and to make optimal use of existing space as envisioned in the Master Plan. This request also includes (1) \$3,100,000 to renovate space in the Moultrie Courthouse for the juvenile holding area, which will free additional space for Family Court offices and \$4,500,000 for planning and design of the Indiana Avenue expansion of the Moultrie

Courthouse primarily to provide a security screening lobby for the public to await entry to the courthouse sheltered from the weather.

Maintaining Infrastructure. The capital budget also includes \$61,300,000 to maintain the Courts' existing infrastructure, preserving the health and safety of courthouse facilities for the public and the integrity of historic buildings for the community. The Courts facilities encompass more than 1.1 million gross square feet of space. Over the course of many years, limited resources have forced the Courts to defer routine maintenance of these facilities, leading to increased risk of system failures that threaten public health and safety in the Courthouse. For example, electrical service to meet modern technology needs is critical, not only to conduct court business, but also to prevent failures that threaten safety, such as electrical fires or transformer explosions.

- **Homeland Security.** To protect the 10,000 daily visitors to the courthouse and meet increased security threats that face courts nationwide and public institutions post September 11, 2001, the Courts' request includes \$6,240,000 in operating funds and \$26,000,000 in capital funds for security enhancements. The Courts' "Enhancing Public Security" initiative in the operating budget would provide 95 additional contractual security officers to protect the judges, staff, and members of the public inside the court buildings. The capital budget figure includes \$10,000,000 to finance fire and security improvements recommended by both a U.S. Marshal Service Physical Security Survey and a GSA Preliminary Engineering Report (including design, construction, and installation of a new fire and security system and building sprinklers as well as additional security cameras, duress alarms and upgrades) and \$16,000,000 for campus perimeter security to protect the occupants of the high-profile court buildings in Judiciary Square.
- **Investing in Information Technology (IT).** To achieve the Courts' strategic goal of improving technology, including providing a case management system with accurate, reliable data across every operating area available to the judiciary, the District's child welfare and criminal justice communities and the public, the Courts request \$2,378,000 in FY 2007. This amount includes staff and contractual services to help the IT Division make optimal use of the new case management system and to meet courtwide requirements for technological solutions as well as a system to enhance service to District citizens serving as jurors.
- **Strategic Planning and Management.** To support implementation of long-range strategic planning and court performance measurement and reporting, \$645,000 is requested for the Office of Strategic Management. This request would build on the Courts current strategic planning effort by coordinating enterprise-wide projects and enhancing the Courts' performance measurement capability. The request would finance performance management software, training, and staff to analyze court performance, perform strategic planning, and coordinate and prioritize enterprise-wide projects and activities.
- **Serving the Self-Represented.** To enhance equal access to justice for the more than 50,000 litigants without lawyers who come to the courthouse each year, especially in the Family Court, Civil Division, and Court of Appeals, \$1,724,000 and 10 FTEs are requested for staff

and facilities for a Self-Representation Service Center. This initiative would utilize best practices and build upon the limited *pro bono* services currently available in the courthouse. This initiative is particularly vital to the public we serve, as a recent study found that local agencies providing legal services to the poor turn away more than 50% of persons who seek assistance. These individuals require assistance when they arrive in the courthouse with no choice but to represent themselves.

- **Services for the Most Vulnerable.** To enhance services to some of the District's most vulnerable residents, \$1,096,000 and 3 FTEs are requested. This figure includes \$940,000 and 2 FTEs to provide statutorily-mandated advocates for mentally retarded individuals who are wards of the District; \$100,000 to provide services to youths under court supervision, and \$56,000 and 1 FTE to enhance monitoring of incapacitated adults.
- **Enhanced and More Timely Public Service.** To enhance and provide more timely services to the public, the Courts' FY 2007 request includes \$1,374,000 and 22 FTEs. Included in the total is \$619,000 to consolidate parties' identities in the new case management system; \$54,000 and 9 FTEs to enhance case processing efficiency and accuracy; \$104,000 to enhance the reference materials in the library; and \$57,000 and 1 FTE to undertake community outreach.
- **Investing in Human Resources.** To help the Courts attract, develop, and retain highly qualified employees and address the risks of high retirement eligibility, \$1,087,000 is requested, including \$800,000 for succession planning and tuition assistance and \$287,000 to enhance training for court personnel. Currently, nearly 60% of the Courts' executives and nearly 45% of managers and senior staff are eligible for retirement in the next five years, representing a potential loss of experience and talent that the Courts must plan *now* to address.
- **Financial, Materiel, and Facilities Management.** To enhance financial, materiel, and facilities management, \$1,880,000 and 15 FTEs are requested. Included in the total are \$652,000 and 8 FTEs to build upon financial and program management improvements, including creation of an independent internal audit function; \$783,000 and 1 FTE for materiel management, including warehouse space, equipment, and staff; and \$445,000 and 6 FTEs to enhance facilities management and administrative support, including building engineers and equipment leases.
- **Built-In Increases.** The FY 2007 request also includes \$4,139,000 for a COLA increase, \$880,000 for non-pay inflationary cost increases, and \$1,753,000 for within-grade increases. The Courts' request includes within-grade increases for employees because unlike typical agencies, which may fund these increases through cost savings realized during normal turnover, the Courts have a very low turnover rate (7% in FY 2004).
- **Strengthening Defender Services.** In recent years, the Courts have devoted particular attention to improving the financial management and reforming the administration of the Defender Services programs. For example, the Courts have significantly revised the

Criminal Justice Act (CJA) Plan for representation of indigent defendants to ensure that highly qualified attorneys represent indigent defendants. In addition, the Courts have developed a new Counsel for Child Abuse and Neglect (CCAN) Plan for Family Court cases, adopting Attorney Practice Standards and requiring attorney training and screening to ensure that well-qualified attorneys are appointed in these cases. The Guardianship Program has also been revised, imposing a training requirement on attorneys participating in the program.

In the Defender Services account, the Courts' FY 2007 budget request represents an increase of \$10,000,000 over the FY 2006 enacted level of \$44,000,000. Of the total increase, \$1 million is requested to cover projected increases in the base program. The remaining \$9 million reflects a compensation adjustment for attorneys from \$65 to \$90 per hour, to keep pace with the rate paid court-appointed attorneys at the Federal courthouse across the street from the D.C. Courts.

Appropriations Language Changes

The Courts request one language provision to enhance their ability to serve the public in the Nation's Capital: deletion of the authority to supplement the Defender Services appropriation with the Federal Payment appropriation. Although the Courts do not anticipate any shortfall in the account in FY 2007, the Courts would not be able to supplement the Defender Services appropriation with operating budget resources without severe long-term detrimental consequences to the administration of justice in the District of Columbia.

Chart 1
District of Columbia Courts
Organizational Structure

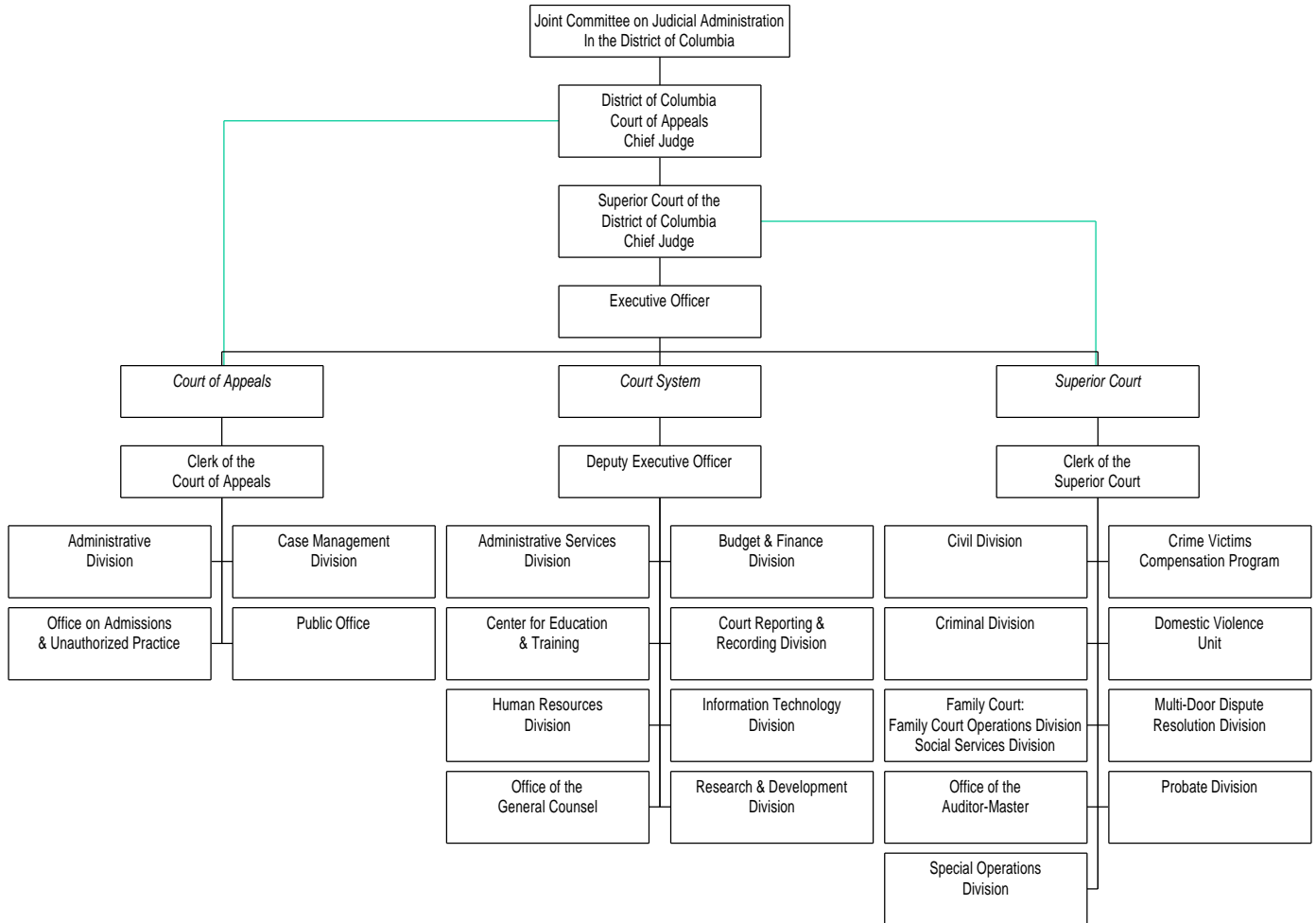


Table 1
DISTRICT OF COLUMBIA COURTS
FY 2007 Budget Submission
Summary Table

District of Columbia Court of Appeals

	<u>Request Amount</u>	<u>FTE</u>
FY 2006 Enacted	9,198,000	94
Requested Base Adjustments:		
<i>A. Built-In Cost Increases:</i>		
1. COLA, FY 2007	284,000	-
2. Within-Grade Increases	30,000	-
3. Non-pay built-in cost increases	<u>17,000</u>	<u>-</u>
<i>Subtotal</i>	<i>331,000</i>	<i>-</i>
FY 2007 Budget Request, Court of Appeals	9,529,000	94

Superior Court of the District of Columbia

	<u>Request Amount</u>	<u>FTE</u>
FY 2006 Enacted	87,342,000	919
Requested Base Adjustments:		
<i>A. Strategic Issue 1: Enhancing the Administration of Justice</i>		
1. Enhancing Service to the Mentally Retarded (Family Court Operations)	940,000	2
2. IJIS Identity Consolidation (Clerk of Court, Superior Court)	619,000	12
3. Expediting Case Audits and Reviews (Probate Division)	348,000	4
4. Enhancing Data Quality (Civil Division)	125,000	2
5. Library Book Budget (Special Operations Division)	104,000	-
6. Wraparound Services for Youth (Family Court: Social Services Division)	100,000	-
7. Enhancing Landlord Tenant Services (Civil Division)	78,000	2
8. Enhanced Monitoring of Incapacitated Adults (Probate Division)	<u>56,000</u>	<u>1</u>
<i>Subtotal</i>	<i>2,370,000</i>	<i>23</i>
<i>B. Strategic Issue 2: Broadening Access to Justice and Service to the Public</i>		
1. Enhancing Appeals Services (Special Operations Division)	<u>43,000</u>	<u>1</u>
<i>Subtotal</i>	<i>43,000</i>	<i>1</i>
<i>C. Strategic Issue 4: Improving Court Facilities and Technology</i>		
1. Electronic Document Storage Filing System (Special Operations Division)	<u>70,000</u>	<u>-</u>
<i>Subtotal</i>	<i>70,000</i>	<i>-</i>
<i>D. Built-In Cost Increases:</i>		
1. COLA, FY 2007	3,082,000	-
2. Within-Grade Increases	1,468,000	-
3. Non-pay built-in cost increases	<u>300,000</u>	<u>-</u>
<i>Subtotal</i>	<i>4,850,000</i>	<i>-</i>
FY 2007 Budget Request, Superior Court	94,675,000	943

District of Columbia Court System

	<u>Request Amount FTE</u>	
FY 2006 Enacted	41,643,000	268
Requested Base Adjustments:		
<i>A. Strategic Issue 1: Enhancing the Administration of Justice</i>		
1. Materiel Management Function (Administrative Services Division)	783,000	1
2. Strategic Planning and Management (Initiatives)	645,000	2
3. Finance Staff (Budget & Finance Division)	415,000	5
<i>Subtotal</i>	<i>1,843,000</i>	<i>8</i>
<i>B. Strategic Issue 2: Broadening Access to Justice and Service to the Public</i>		
1. Self-Representation Service Center (Initiatives - Executive Office)	1,724,000	10
<i>Subtotal</i>	<i>1,724,000</i>	<i>10</i>
<i>C. Strategic Issue 3: Promoting Competence, Professionalism and Civility</i>		
1. Investing in Human Resources: Succession Planning & Tuition Assistance (Initiatives)	800,000	-
2. Leadership & Management Institutes (Center for Education & Training)	140,000	-
3. Training: Superior Court Staff (Center For Education Training)	100,000	-
4. Training: Court of Appeals Judges and Staff (Center for Education & Training)	35,000	-
5. Training: General Counsel Staff (Center for Education & Training)	12,000	-
<i>Subtotal</i>	<i>1,087,000</i>	<i>-</i>
<i>D. Strategic Issue 4: Improving Court Facilities and Technology</i>		
1. Enhancing Public Security (Initiatives)	6,240,000	-
2. IJIS Operations (Initiatives)	2,308,000	6
3. Engineering/Mechanic Staff (Administrative Services Division)	445,000	6
<i>Subtotal</i>	<i>8,993,000</i>	<i>12</i>
<i>E. Strategic Issue 5: Building Trust and Confidence</i>		
1. Internal Audit Team (Executive Office)	237,000	3
2. Community Outreach Coordinator (Executive Office)	57,000	1
<i>Subtotal</i>	<i>294,000</i>	<i>4</i>
<i>F. Built-In Cost Increases:</i>		
1. COLA, FY 2007	773,000	-
2. Within-Grade Increases	255,000	-
3. Non-pay built-in cost increases	563,000	-
<i>Subtotal</i>	<i>1,591,000</i>	<i>-</i>
FY 2007 Budget Request, Court System	57,175,000	302

**District of Columbia Courts
Capital Improvements
FY 2007 Budget Submission
Summary Table**

	<u>Request Amount</u>
Renovations, Improvements & Expansions	
1. Restoration of Old Courthouse	7,760,000
2. H. Carl Moultrie I Courthouse	
Annex Renovation for Juvenile Holding	3,100,000
C Street Expansion	-
Renovation & Reorganization	29,100,000
Indiana Avenue Expansion	4,500,000
3. Building A Modernization	11,000,000
4. Building B Modernization	3,700,000
5. Building C Modernization	27,000,000
6. Campus Wayfinding Signage and Building Lighting	5,000,000
7. Campus Perimeter Security	16,000,000
8. East Garage - New Construction	<u>5,000,000</u>
<i>Subtotal, Renovations, Improvements & Expansions</i>	<i>112,160,000</i>
Maintain Existing Infrastructure	
1. HVAC Electrical and Plumbing Upgrades	25,000,000
2. Restroom Improvements	2,000,000
3. Elevator and Escalator Repairs and Replacement	800,000
4. Fire and Security Alarm Systems	10,000,000
5. Courtrooms and Judges' Chambers	5,000,000
6. General Repair Projects	16,500,000
7. IJIS & Technology Infrastructure	<u>2,000,000</u>
<i>Subtotal, Maintain Existing Infrastructure</i>	<i>61,300,000</i>
FY 2007 Budget Request, Capital Improvements	173,460,000

**District of Columbia Courts
Defender Services
FY 2007 Budget Submission
Summary Table**

	<u>Request Amount</u>
FY 2006 Enacted	44,000,000
Requested Base Adjustments	
<i>A. Increase for base program</i>	<i>1,000,000</i>
<i>B. Increase Hourly Rate to \$90</i>	
1. CJA Attorneys	7,100,000
2. CCAN Attorneys	1,800,000
3. Guardianship Program Attorneys	<u>100,000</u>
<i>Subtotal</i>	<i>9,000,000</i>
FY 2007 Budget Request, Defender Services	54,000,000